

# Introduction to Federal Grants

# TERMINOLOGY

<b>Authorized Organization Representative (AOR)</b>	<b>An AOR submits a grant on behalf of a company, organization, institution, or government. AORs have the authority to sign grant applications and the required certifications and/or assurances that are necessary to fulfill the requirements of the application process.</b>
<b>Central Contractor Registry (CCR)</b>	<b>The Central Contractor Registry (CCR) is the primary vendor database for the U.S. Federal Government. CCR validates applicant information and electronically shares the secure and encrypted data with the Federal agencies' finance offices to facilitate paperless payments through Electronic Funds Transfer (EFT). The CCR stores your organizational information, allowing Grants.gov to verify your identity and to pre-fill organizational information on your grant applications.</b>
<b>Credential Provider</b>	<b>The organization that validates the electronic identity of an individual through electronic credentials, PINS, passwords and PKI certificates for Grants.gov.</b>

# TERMINOLOGY

<b>Data Universal Numbering System (DUNS)</b>	<b>A unique nine-character identification number provided by the commercial company Dun &amp; Bradstreet (D&amp;B).</b>
<b>E-Business Point of Contact</b>	<b>An E-Biz POC is responsible for the administration and management of grant activities in his/her organization. E-Biz POCS grant representatives of their organization the privilege to submit grant applications through Grants.gov.</b>
<b>Operational Research Consultants (ORC)</b>	<b>The organization that Grants.gov has selected to validate the electronic identity of an individual through electronic credentials, PINS, passwords and PKI certificates.</b>
<b>Point of Contact (POC)</b>	<b>An individual who is designated as the person responsible for authorization and maintenance of information on behalf of a CCR registrant, coordinating communication among organizations.</b>

# GRANTS.GOV

- ◆ All Federal agencies utilize grants.gov
- ◆ The site is free and easily accessible.
- ◆ To submit grants through grants.gov you must be registered.



# REGISTRATION IS BRIEF

- **IT'S AS EASY AS 1,2,3**

A Duns Number is required for  
your organization

Duns Number can be obtained  
the same day

# You Must Register

- DUNS number can be obtained from Dun & Bradstreet website
- <http://fedgov.dnb.com/webform>

# Registration Cont'

## Step 2

- Ensure that your organization is registered with CCR. Registration can take 2 days.

<http://www.ccr.gov>

# Registration Cont

## Step 3

Create a username and password with  
ORC at :

<http://apply.grants.gov/OrcRegister>



# Registration Cont.

## Step 4

- Register With grants.Gov to open an account using the username and password you received from ORC

[www.grants.gov](http://www.grants.gov)

# Registration Cont.

## Step 5

- Grants.Gov registration can be done the same day as the ORC Registration.
- The E-Business point of contact (POC) at your organization must respond to the registration email from Grants.Gov.

# Registration Cont.

## Step 6

- AOR Authorization is 1-2 days
- Time depends on responsiveness of your e-Business Point Of Contact.
- You can track your AOR status at the applicant Home Page

# Registration Checklist

- Do you have your organization DUNS number
- Is your organization registered with CCR
- Do you know your E-Business POC
- Have you registered with ORC, the grants.gov Credential Service provider (CSP)
- Do you have your username and password to register with grants.gov
- Have you obtained authorization from your organizational E-Business POC.
- Do you have a secure access to grants.gov and are you ready to begin.



# INDIVIDUAL REGISTRATION

- ◆ An individual submits grant applications on their own behalf, not representing an organization, institution or government.
- ◆ Individual applicants are only eligible for grants that are open to individuals and published on the Grants.gov website.
- ◆ Individual registration is a one-time process and can take up to one day to complete.
- ◆ Individuals wishing to submit a grant application using Grants.gov are required to [register with the Credential Provider](#) and [register with Grants.gov](#).
- ◆ **Take note, if you register as an Individual, you will only be able to apply to grant opportunities that are open to individuals.**
- ◆ **An individual cannot submit a grant application to a grant opportunity that is only open to organizations.**
- ◆ Also, neither a DUNS number nor the CCP registration is

# ACF FUNDING

Funding Available Through  
Administration for Children and  
Families (ACF)

[www.acf.hhs.gov/grants](http://www.acf.hhs.gov/grants)

OR  
GRANTS.GOV

# COMPASSIONATE CAPITOL FUND

- Funds intermediary organization
- Mini Grants
- Community Empowering Youth Grants

[www.acf.hhs.gov/programs/ccf](http://www.acf.hhs.gov/programs/ccf)

# ASSETS FOR INDEPENDENCE

- ◆ Individual Development Accounts  
[www.acf.hhs.gov/assetbuilding](http://www.acf.hhs.gov/assetbuilding)



# Strengthening Community Fund

## > **Non-Profit Capacity-Building Program**

- ◆ The Non-Profit Capacity-Building Program provides grants to eligible non-profit and faith-based organizations whose mission is to assist families in communities experiencing economic distress. One-time, two-year awards of up to \$1 million will be granted to experienced lead organizations which must provide a 20% match (cash or in-kind) to their projects. Lead organizations will assist project partner ability to assist communities through capacity-building training, technical assistance, and competitive financial assistance. A minimum of 55% of the Federal funds awarded must be provided to project partners through a competitive process. The grant period for this award is 24 months.

## **State, Local, and Tribal Government Capacity-Building Program**

- ◆ The SCF State, Local, and Tribal Government Capacity Building program will make one-time awards up to \$250,000 to State, city, county, and Indian/Native American Tribal government offices (e.g., offices responsible for outreach to faith-based and community organizations or those interested in initiating such an effort), or their designees, to build their own capacity, as well as the capacity of nonprofit faith-based and community organizations to better serve those in need and to increase nonprofit organizations' involvement in the economic recovery. Grantees will use program funds to provide free capacity building services to nonprofit organizations and to build their own capacity to provide such services to non-profits. The grant period for this award is 24 months.